

Burlington Planning Commission

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*Yves Bradley, Chair
Bruce Baker, Vice-Chair
Lee Buffinton
Emily Lee
Andy Montroll
Harris Roen
Jennifer Wallace-Brodeur
vacant, Youth Member*



Burlington Planning Commission Annual Organizational Meeting Tuesday, August 9, 2016, 6:30-8:30 P.M. Conference Room 12, City Hall, 149 Church Street

AGENDA

*Note: times given are
approximate unless
otherwise noted.*

I. Agenda

II. Public Forum- Time Certain 6:35 p.m.

The Public Forum is an opportunity for any member of the public to address the Commission on any relevant issue.

III. Annual Organizational Meeting (15 min)

The Planning Commission will elect officers and appoint members to its committees to serve for the 2017 Fiscal Year:

- Election of Officers: Chair & Vice-Chair
- Election of Executive Committee At-Large Member
- Appointment of Commission Clerk
- Appointment of Committees
 - Long Range Planning Committee:
 - One member of the Executive Committee, Two At-Large Members
 - One member of DRB (DRB appointed A.J. LaRosa)
 - One member of Conservation Board (currently Damon Lane)
 - Ordinance Committee:
 - One member of the Executive Committee, Two At-Large Members
 - Two additional members, from the DRB, DAB or CB (DRB appointed Wayne Senville)

IV. Report of the Chair (5 min)

V. Report of the Director (5 min)

VI. Appointment of Assistant Administrative Officer (5 min)

The Planning Commission is requested to consider recommending to City Council the appointment of Ted Miles as an Assistant Administrative Officer. A memo from the Planning Director is attached on page 3.

This agenda is available in alternative media forms for people with disabilities. Individuals with disabilities who require assistance or special arrangements to participate in programs and activities of the Dept. of Planning & Zoning are encouraged to contact the Dept. at least 72 hours in advance so that proper accommodations can be arranged. For information, call 865-7188 (865-7144 TTY). Written comments may be directed to the Planning Commission at 149 Church Street, Burlington, VT 05401.

VII. Municipal Bylaw Amendment Reports: ZA-16-11 and ZA-16-12

In order to warn a new public hearing date for *ZA-16-11 Enforcement Period of Limitations* and *ZA-16-12 Rezone Fletcher Place to Residential Medium*, the Commission is asked to review and approve the Municipal Bylaw Amendment reports, prepared in accordance with the provisions of 24 V.S.A. §4441(c). These reports are included in the agenda packet on pages 4-5.

VIII. Municipal Bylaw Amendment Report: ZA-16-06 (5 min)

City Council's Ordinance Committee modified the proposed amendment *ZA-16-06* and has returned it to the Planning Commission to update the Municipal Bylaw Amendment Report prior to City Council's public hearing. A modified amendment and report are included in the agenda packet on pages 6-7.

IX. Proposed CDO Amendment: Off-Site Parking (20 min)

The Commission will discuss a proposed amendment to the Comprehensive Development Ordinance regarding off-site parking provisions. The purpose of the amendment is to clarify existing provisions for off-site parking, and to address the shared use of parking facilities after-hours and during weekends. Information related to the proposed amendment is included in the agenda packet on pages 8-12.

X. Proposed CDO Amendment: Family Daycare Exemptions & Preschools in Appendix A (15 min)

The Commission will discuss a proposed amendment to the Comprehensive Development Ordinance regarding Daycares & Preschools. The proposed amendment 1) defines a Family Day Care Home, and outlines exemptions from zoning permit requirements, and 2) corrects an omission of "Preschools" from Appendix A: Use Table. Information related to the proposed amendment is included in the agenda packet on pages 13-17.

XI. Proposed CDO Amendment: Café's accessory to Micro-Brewery/Winery (Time Permitting)

The Commission has received a request for an amendment to the Comprehensive Development Ordinance to 1) permit café's as an accessory to the Micro-Brewery/Winery use, and 2) to create a new "Craft Beverage Production Operation" use. The Commission should discuss whether to discuss the request as a full Commission or refer to the Ordinance Committee. A Communication regarding this request is included in the agenda packet on page 18.

XII. Proposed CDO Amendment: Withhold Permit (Time Permitting)

The Commission will discuss a proposed amendment to the Comprehensive Development Ordinance regarding withholding new zoning permits in order to incent property owners to correct outstanding zoning violations and close out expired permits. Information related to the proposed amendment is included in the agenda packet on page 19.

XIII. Minutes & Communications

The Planning Commission will review and approve minutes and communications. The agenda packet contains the following documents for approval and acceptance:

- Planning Commission Minutes (and notes) from April 26 through July 19, 2016 (pages 20-78)
- Communication from NOFA VT (pages 79-87)

XIV. Adjourn (8:30 pm)